

RENEE MURRY

PROFESSIONAL EXPERIENCE

Summer on the Cuyahoga, Cleveland OH January 2018- Present
Assistant Director

- Maintain all SOTC databases, statistical tracking, and all intern spreadsheets. Post internship opportunities to websites at partner schools throughout recruiting period & assist employers with posting internships to SOTC site. Assist the Alumni Committee with creating and disseminating the monthly SOTC Alumni Newsletter. Regularly review & update website, marketing materials, including campus brochures and employer flyers. Assist Executive Director and Development Committee with grant writing and grant reporting. Record and process all donations and invoices, and manage all accounts using QuickBooks. Prepare and manage annual budget, summer program budget, track expenses. Coordinate roommate matching based on student questionnaires. Schedule and plan with the Executive Director approximately 40 events over the course of the nine-week summer experience

Detroit Pistons, Detroit MI October 2017- April 2018
Power Squad Promotions Team

- Execution of fulfillment of corporate sponsorship elements, including data collection for ticket sales and team promotion.


Humane Ohio, Toledo OH July - October 2017
Development and Marketing Coordinator

- Responsible for production of print newsletters, appeals and other direct mail pieces, as well as e-newsletter and maintain contact lists. Manage and maintain data in Access donor software. Maintain social media including Facebook and Twitter, including regular posts, creating ads, soliciting groups to share content and writing stories. Plan, oversee and execute fundraising events. Handle donation canister program and clinic merchandise. Schedule, solicit and carry out TV appearances, radio spots and contact with print reporters. Create and distribute press releases.

The Ohio State University, Columbus OH September 2015 - July 2017
Office Associate, Office of Student Life

- Provide administrative support to the three student governments, undergraduate, graduate and professional. Responsible for overseeing a combined budget of \$500,000. Manage grant distribution process for the governments' various award programs including: managing and booking travel requests/reimbursements, and coordinating with external funding sources. Responsible for marketing requests, purchasing, scheduling meetings and event/catering planning. Oversee a staff of four undergraduate students. Assist with planning and execution of the Edward Hayes Research Forum. Volunteer for MLK Day of Service, Sorority Recruitment and three weeks of orientation.

CONTACT

 419-464-2022

 renee.a.murry@gmail.com

 Cleveland, Ohio

EDUCATION

University of Akron, expected 2020
Akron, Ohio
4.0 GPA

Master of Arts-
Higher Education

The Ohio State University
Columbus, Ohio

Supplemental Courses:
Elementary Statistics

Grad Non-Degree Courses:
Public Policy Formulation and
Implementation
Managing Public Sector
Organizations

Adrian College, 2014
Adrian, Michigan

Bachelor of Arts-
Communication

Student Newspaper Editor in
Chief, WVAC 107.9 FM Weekly
Radio Show Host, Member of
Adrian College Dance Team,
Media Club, Campus Activities
Network (Sibs and Kids
Weekend Chair), Journalism
Club (Founder and President)

PROFESSIONAL EXPERIENCE CONTINUED

Columbus Blue Jackets, Columbus OH

October 2015- August 2017

Papa John's Goal Patrol Promotion Team

- Assist in execution of all in game promotions; including on ice contests, in game promotions, fulfillment of corporate sponsorship elements. Attend community events, both paid and volunteer to promote the Jackets brand.

Columbus Clippers, Columbus OH

March 2015- July 2017

Promotion Team Member

- Create and execute various contests and in game promotions designed to entertain Clippers patrons. Serve as back up on field emcee.

Cleveland Indians, Cleveland OH

Summer 2016

Strikers Entertainment Team

- Responsible for execution of in game promotions, entertainment and mascot assistance. Responsibilities include on field contests, and promotion tosses. Assist mascots during games and community events.

Detroit Red Wings, Detroit MI

August 2014 - January 2015

Event Marketing Assistant

- Assist with all special events for the Detroit Red Wings, including planning and execution of Hockeyfest and the District Detroit Groundbreaking events. Primary member of the School Assembly Program, visiting 115 schools throughout the state of Michigan to promote education, healthy eating and exercise in partnership with the Detroit Red Wings Foundation and corporate sponsors. Host viewing parties at Motor City Casino for 1,000+ attendees. Assist with in game promotion elements including contests, and giveaways.

GRADUATE ACTIVITIES

University Hearing Board, Student Member

Fall 2018- Present

Graduate Student Government, Senator

Fall 2018- Present

University Council- Student Engagement and Success Committee, Student Representative

Fall 2018- Present

FREELANCE EXPERIENCE

Production Assistant, B Productions

January 2017- Present

Website Designer, www.djbrentschmidt.com

Spring 2018

INTERNSHIP EXPERIENCE

Marketing/Operations Intern, Premier Volleyball Academy

Spring 2014

Marketing Intern, Adrian Chamber of Commerce

Fall 2013

Production Intern, CW Toledo

Summer 2013

Media Intern, Adrian College SI Department

Fall 2012

CERTIFICATIONS/ MEMBERSHIPS

Ohio Substitute Teaching

License exp. June 2019

CPR/AED Certification

exp. June 2019

ACPA Member 2018-2020

VOLUNTEER EXPERIENCE

Madison Ave. School for the Arts
2017-2019 Board Member

Minds Matter Tutor

Cuyahoga County CASA
Volunteer

Issue Box Theatre
2018 Board of Trustees-
Marketing Chair

YMCA Greater Toledo
2017, 2018 Silent Auction
Volunteer

Y.E.S! Dress for Success
2017 Board Vice President
2016 Board Event Chair

Buck-I-Serve, OSU Alternative
Breaks Program
2016 Winter Trip Advisor

TRAININGS

Open Doors Implicit Bias
Training- Ohio State University

R.E.A.C.H. Suicide Prevention
Training- Ohio State University

LGBTQ Safe Space Program
Training- Ohio State University